



# LETA Meeting Minutes

Date: 2/02/22

## 1 CALL TO ORDER | ROLL CALL

Chair Kufeld called the meeting to order at 0900 and conducted a roll call. Members present Chair Kufeld, Vice-Chair / Treasurer Leshner, Secretary Charles, Director Coldiron, Director Allar, and Director Keeton.

Excused absence: Director Meisner.

Staff members present: Attorney Tracy Oldemeyer. Chief Executive Officer (CEO) Kimberly Culp

## 2 REVIEW OF THE AGENDA

CEO Culp requested to add GIS CRISP position to new business.

Chair Kufeld called for a motion to approve the addition of the CRISP GIS position to the agenda under new business. Director Keeton made motion to approve. Vice Chair Leshner seconded. All in favor.

UNANIMOUSLY PASSED on the following vote: **AYES:** Chair Kufeld, Vice Chair Leshner, Secretary Charles, Director Coldiron, and Director Keeton. **NOES:** None **ABSENT:** Director Meisner **ABSTAIN:** None

## 3 PUBLIC COMMENT

No comments.

## 4 CONSENT CALENDAR

- a. Approval of December 1<sup>st</sup> meeting minutes
- b. Approval of November and December finance reports
- c. Approval of November deposits and bill reports
- d. Approval of resolution adopting CEO's contract
- e. Approval of resolution for posting meeting notices

Chair Kufeld called for a motion to approve the consent calendar. Secretary Charles made the motion to approve. Director Allar seconds the motion. All in favor.

UNANIMOUSLY PASSED on the following vote: **AYES:** Chair Kufeld, Vice Chair Leshner, Secretary Charles, Director Coldiron, and Director Keeton. **NOES:** None **ABSENT:** Director Meisner **ABSTAIN:** None

## 5 BOARD ACTION

### a. Election of Officers

Chair Kufeld called for nominations for Chair. Vice Chair Lesher self nominates. No other nominations received. All in favor of Vice Chair Lesher for Chair.

Chair Kufeld called for nominations for Vice Chair. Vice Chair Lesher nominates Secretary Charles. No other nominations received. All in favor of Secretary Charles for Vice Chair.

Chair Kufeld called for nominations for Secretary. Director Keeton self nominates. No other nominations received. All in favor of Director Keeton for Secretary.

Chair Kufeld called for nominations for Treasurer. Director Allar self nominates. No other nominations received. All in favor of Director Allar for Treasurer.

## 6 OLD BUSINESS

### a. 9-1-1 Legislation

CEO Culp is working with the task force to focus on language for harassing phone calls into the ECCs. She does not believe that this bill is going to move forward.

### b. CCOA

CEO Culp informed the board that the CCOA is formed and held official meeting to elect officers. Attorney Oldemeyer was formally requested to be the CCOA attorney. The CCOA will allow 911 to be represented on state and federal issues.

### c. 9-1-1 Tariff

LETA received documents from Lumen about a tariff amendment. It is more expensive than originally estimated. CEO Culp advised the board that LETA is protected in the budget because these funds were earmarked for the increase. It is a cost-based tariff so Lumen must disclose their cost for ECATS. If they do not, LETA will intervene.

### d. 9-1-1 Outage in Estes Park

The results of the investigation resulted in a lot of questions that haven't been answered by Lumen. CEO Culp is waiting for dialogue to continue and will continue challenging them for answers. The board will need to decide how to proceed if Lumen does not produce the information requested.

### e. Rapid Deployable

CEO Culp shared that LETA visits the CRD units in Boulder. This is the only recognized FirstNet device. It allows multiple cards for multiple carriers. CEO Culp has applied for a grant to support this device. The grant would cover \$80k and cost LETA only \$14k. Director Keeton asked if LETA will still move forward with these devices if the grant is not awarded. CEO Culp stated that LETA has budgeted for 2 devices and will still purchase them if the grant is not awarded.

## 7 NEW BUSINESS

### a. Emergency Alert System

CEO Culp thoroughly reviewed the emergency alert system with the board. She detailed gaps and steps that will be taken to improve them – including the formation of a send team, language translation, and modified template language.

Director Coldiron asked about the ability to send emergency alerts to satellite services in vehicles. CEO Culp stated that NOAA alerts are delivered to vehicles; however, she will need to confirm if emergency alerts can be sent to vehicles as well.

Director Keeton asked about educating the public on the use of the language translation app. CEO Culp stated that April is LETA's public education month, and this app will be strongly pushed. She reiterated that this can't just be done by LETA, but will require support from partner agencies, press, and elected officials.

Vice Chair Leshner asked if LETA would have the funds to make the suggested changes. CEO Culp advised the emergency alert budget would go in the red but the \$50k for the changes would come from the general account and would balance out.

CEO Culp stated that she has upcoming meetings with many groups over the next couple of months. If the board would like her to attend town board or council meetings, please let her know.

**b. LETA Policy Review | Street Naming Convention**

Ben explained the historical need for this policy and that it is a fluid document. He stated that every municipality in the County provided feedback. CEO Culp added that the document was ready for a motion to approve and adopt but could be held to April if needed.

Vice Chair Leshner asked if all partners agreed to follow the policy. CEO Culp stated that it is an operational piece that we are strongly pushing everyone to follow. If partners do not follow the policy, a letter will be sent to their Town Boards or City Councils to advise them of the public safety issue in their addressing.

Chair Kufeld calls for a motion to approve the Street Naming Convention Policy. Vice Chair Leshner made the motion to approve. Director Keeton seconds. All in favor. Policy is adopted.

PASSED on the following vote: **AYES:** Chair Kufeld, Vice-Chair Leshner, Secretary Charles, Director Keeton, and Director Coldiron. **NOES:** None **ABSENT:** Director Meisner. **ABSTAIN:** None

**c. GIS Conversation for CRISP**

Director Allar explained to the board the need for a full-time employee dedicated to GIS work on behalf of CRISP and whether it would make sense for the partners to share this FTE. This person would be an employee of LETA, but the partners would share the cost of this employee. Director Coldiron believes LETA would be a good place for the employee as it is a centralized location for countywide data management and all interests would be represented. The board agreed to move this conversation forward. LETA will not be driving the conversation but can be engaged when/if necessary.



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### **8 GENERAL STAFF COMMUNICATIONS**

CEO Culp introduced LETA's new employee, Executive Director Amy Buch. She also introduced GIS Intern Hayden Shortreed.

### **9 LETA BOARD COMMUNICATIONS**

No comments

### **10 ADJOURNMENT**

Chair Kufeld called for a motion to adjourn the meeting. Secretary Charles made the motion. Director Keeton seconds. All in favor.

Meeting adjourned at 10:36 am.